

FY 2022 Edward J. Byrne Memorial Justice Assistance Grant (BJAG) Program

Notice of Funding Availability (NOFA)

Online Submission Deadline: Wednesday, September 15, 2021 by 3 PM

Funded by:

State of Maryland through the Office of Justice Programs, Bureau of Justice Assistance (CFDA# 16.738)

Governor's Office of Crime Prevention, Youth, and Victim Services
100 Community Place
Crownsville, Maryland 21032-2022
www.goccp.maryland.gov
(410) 697-9338

Larry Hogan, Jr., Governor Boyd K. Rutherford, Lt. Governor V. Glenn Fueston, Jr., Executive Director

ELIGIBILITY

Funding through this application is available to State and Local governmental agencies; Non-profit organizations; Non-governmental victim service providers; Faith-based and Community organizations; and Institutions of higher learning to prevent or reduce crime and violence.

IMPORTANT LINKS

NOFA Application Instructions:

http://goccp.maryland.gov/wp-content/uploads/NOFA-application-instructions.pdf

Grants Management System (GMS): http://goccp.maryland.gov/grants/

GMS submission is required; Hard copy applications are not accepted.

Purpose

Thank you for applying for the FY 2022 Edward J. Byrne Memorial Justice Assistance Grant (BJAG) Program from the Governor's Office of Crime Prevention, Youth, and Victim Services. The primary purpose of BJAG funding is to reduce existing gaps in service that impact violent crime, crime victims, enforcement, prosecution, adjudication, detention, and rehabilitation. The Office has undertaken a comprehensive, three-tier plan focused on expanded collaboration among the law enforcement, crime prevention, and victim service communities to create a safer Maryland. This program supports the following Office objectives:

- Developing criminal justice strategies that are coordinated at the local, State, and federal level
- Improving victim services for Maryland residents.
- Improving the well-being for all Maryland children and youth.
- Maximizing the public safety returns on Maryland's corrections spending.
- Increasing the availability of data to support data-driven approaches to criminal justice issues in Maryland.

If you need technical application assistance, please contact:

Quentin Jones, Program Manager (410) 697-9318

Quentin.Jones@maryland.gov

Justice Schisler, Chief of Programs (410) 697-9334

Justice.Schisler@maryland.gov

If you need assistance with program criteria or program design for Criminal Justice initiatives please contact:

Martin Hammond, Deputy Director of Criminal Justice Programs (410) 697-9309

Martin.Hammond@maryland.gov

The Governor's Office of Crime Prevention, Youth, and Victim Services' success is measured by subrecipient success. It is critical that we hear from you, our customers. The Hogan-Rutherford administration is committed to providing the best possible customer service to our citizens. To share your ideas on how the Office can best serve you and provide support, please email the above program manager to provide your feedback or complete a three question customer experience survey customer experience survey.

Governor's Office of Crime Prevention, Youth, and Victim Service's Mission:

To serve as a coordinating office that advises the Governor on criminal justice strategies. The office plans, promotes, and funds efforts with government entities, private organizations, and the community to advance public policy, enhance public safety, reduce crime and juvenile delinquency, and serve victims.

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I. ELIGIBILITY CRITERIA

The following entities in Maryland are eligible to submit one application for FY 2022 Edward J. Byrne Memorial Justice Assistance Grant (BJAG) Program funding:

- Local law enforcement
- State law enforcement
- Local government agencies
- State government agencies
- Non-profit organizations

- Non-governmental victim service providers
- Faith-based and Community organizations
- Institutions of higher learning

Note: Only one application may be submitted per agency/organization. Also, the Office will not support the continuation of past years' projects funded by the BJAG program.

Non-profit -501(c)(3)

An organization must provide proof of this status by submitting a copy of its status letter from the IRS with their application. The requirements for obtaining 501(c)(3) status can be found on the Internal Revenue Service website (www.irs.gov); search for Publication 557, "Tax-Exempt Status for Your Organization." If the IRS letter is not available, a letter from your organization's authorized official listing officers, bylaws, and/or articles is permissible until such time that a copy can be obtained from the IRS.

Faith-Based/Community Organizations

Faith-based organizations applying for BJAG funding do not have to relinquish or modify their religious identity (e.g., remove religious symbols) to be considered eligible applicants. However, BJAG funding may not be used to fund any inherently religious activity, such as prayer or worship. Organizations may continue to engage in inherently religious activities; however, such activities may not coincide with activities funded by the grant—i.e., such religious activities must be separate (in time and place) from the grant funded activity. Further, any participation in religious activities by individuals receiving services provided under the grant must be voluntary.

II. PROGRAM DESCRIPTION

A. Requiring Agency

Governor's Office of Crime Prevention, Youth, and Victim Services

B. Opportunity Title

FY 2022 Edward J. Byrne Memorial Justice Assistance Grant (BJAG) Program

C. Submission Date

Wednesday, September 15, 2021, by 3 PM

D. Anticipated Period of Performance

October 1, 2021 to September 30, 2022

E. Funding Opportunity Description

Edward J. Byrne Memorial Justice Assistance Grant (BJAG) Program provides states, tribes, and local governments with critical funding necessary to support a range of programs areas including law enforcement, prosecution, indigent defense, courts, crime prevention and education, corrections and community corrections, drug treatment and enforcement, planning, evaluation, technology improvement, and crime victim and witness initiatives. Grant funding has been used to improve sentencing and correction's

policies, reduce crime in communities, provide public safety, protect victims, remove guns from violent offenders, track DNA, train local law enforcement, and provide state-of-the-art technology to law enforcement.

The Governor's Office of Crime Prevention, Youth, and Victim Services has overseen the administration of this grant for the State of Maryland for over ten years. The Office awards funds to support the coordinated efforts of local governments, state agencies, private entities, faith-based and community organizations, institutions of higher education, and non-profit organizations in achieving realistic goals and carrying out jurisdictional strategic plans that increase public safety and address the needs of Maryland's communities.

In early 2021, the Governor's Office of Crime Prevention, Youth, and Victim Services distributed a survey to its subrecipients to identify funding priorities for the Edward Byrne Memorial Justice Assistance Grant (JAG) Program for the upcoming federal fiscal year(s). Specifically, the survey requested insight from the statewide criminal justice community as it relates to needs within the eight federal purpose areas (see below).

The Office received surveys from 711 entities of which 68.2% (n = 485) consisted of local and nonprofit entities, and 31.8% (n = 226) consisted of state, other, private sector, and federal entities. Of the 711 received responses, entities identified specific priorities based on the following categories:

- Law Enforcement: Crisis intervention/mental health/suicide prevention, recruitment/retention, and training are all identified needs for law enforcement programs. Equipment, such as body worn cameras and surveillance, is also needed.
- **Courts**: Greatest needs relating to courts include specialty courts, mental health liaisons, and training.
- Corrections: Alternatives to incarceration and reentry programs are essential for corrections. Reentry priorities include reducing recidivism, access to treatment, and employment programs.
- Youth and Prevention: Specific needs include juvenile delinquency, adverse childhood experiences (ACEs), and mentoring. Challenges relating to youth include mental health, racial and ethnic disparities, and substance use.
- **Victims**: Youth exposed to violence, special populations, and sexual assault are all identified priorities. Victim service providers are also needed.
- **Technology**: Priorities include automated information sharing and the development of outcome based performance measures.
- Opioids: Substance use treatment is a pressing priority to address opioids.

The most notable needs, excluding COVID, were for mental health (49%), substance abuse response (40%), and staffing/workforce shortages (31%). The greatest need for responding to COVID was staffing/workforce (48%). Technology including automated information sharing and the development of outcome based performance measures as well as Opioid response remain a priority as well.

Federal Purpose Areas

This grant is managed by the <u>Bureau of Justice Assistance</u> (authorized under Public Law

¹ It is important to note that the Office received surveys from 711 entities or 711 unique Responded IDs; however, some questions resulted in more than 711 responses.

109-162) and can be used to fund a wide variety of initiatives in the **Federal Purpose Areas** listed below:

- Law enforcement and task forces programs
- Prosecution and court programs
- Prevention and education programs
- Corrections and community corrections programs
- Drug treatment and drug court programs
- Planning, evaluation, and technology improvement programs
- Crime victim and witness programs (other than compensation programs)
- Mental health programs and related law enforcement and corrections programs, including behavioral programs and crisis intervention teams

BJAG State Priority Areas

In an effort to prevent and reduce crime and violence in Maryland, the Governor's Office of Crime Prevention, Youth, and Victim Services has made up to \$4.6M available for the **BJAG State Priority Areas** as defined below. Priorities were identified and consideration was given by utilizing Maryland's crime data, stakeholder survey, federal recommendations, and new state legislation. Preference will be given to those strategies that are aligned with best practices, evidence-based practices, and data-driven decision making processes. The BJAG State Priority Areas are:

Crime/Violence Reduction

- Gun Violence Reduction Strategies such as offender focused deterrence
 designed to alter the offender behavior through a multifaceted approach involving
 law enforcement, social service, and community-based action while utilizing early
 advance analytics and strong partnerships to successfully prosecute violent
 repeat offenders. Applicants should be familiar with the Maryland Criminal
 Intelligence Network initiative and efforts should include partnerships with local,
 state and federal agencies.
- Community Violence Intervention (CVI) programs that utilize evidence-based and/or evidence-informed models to reduce violent crimes and address the ongoing issues of gun violence in their community. There are proven CVI strategies for reducing gun violence through tools other than incarceration. For example, violence interruption programs which deploy trusted messengers to work directly with individuals most likely to commit gun violence, intervene in conflicts, and connect people to social and economic services to reduce the likelihood of gun violence as an answer. Hospital-based violence interventions engage people who have been shot while they are still in the hospital, connecting them to services to decrease the likelihood that they commit gun violence or are victimized in the future.

Wellness, Mental Health and Crisis Intervention programs

- Officer Wellness initiatives and law enforcement employee assisted programs that provide peer support services, counseling services, crisis counseling, stress management counseling, resiliency sessions, and suicide prevention training for police officers.
- Crisis intervention teams/mental health/suicide prevention programs that utilize and/or expand best practice responses for law enforcement, and development or expansion of best practices for local initiatives designed to improve the way law

enforcement and the community respond to people experiencing behavioral health crises. Collaboration and strong partnerships between law enforcement, behavioral health provider agencies, and individuals are highly encouraged.

 Prevention, early intervention, crisis and behavioral intervention programs that increase child well-being and address adverse childhood experiences with the goal of diverting youth from involvement in the juvenile justice and/or child welfare system. Education/training in the reduction of Adverse Childhood Experiences (ACEs), enforcement and prosecutorial efforts.

Law Enforcement Enhancements

- Body Worn Cameras (BWC) equipment in support of establishing new BWC implementation, or expanding existing programs.
- NIBRS Compliance programs that utilize software and hardware that directly support or enhance an agency's technical capacity for collecting and processing data and submitting those data to the state Uniform Crime Report (UCR) Program or directly to the FBI. This includes acquiring software to enable reporting of IBR/NIBRS compliant data to the state UCR Program, costs for improving the automation of processes associated with data collection and management, and costs for validation testing to ensure compliance with IBR/NIBRS standards.
- Specialized law enforcement training programs such as classes and seminars in professional development, use of force, de-escalation, investigation, crime prevention, and crime analysis including, but not limited to: crime scene investigation, laboratory procedures, certification of crime lab skills, data driven policing strategies (i.e. crime analysis, mapping), law enforcement information sharing, victim services/witness protection, and investigative techniques.
- Planning and evaluation of programs to develop a theory of change and to impact systems-level change in partnership with coalition and other workgroup activities.

Funding Availability and Eligibility

The Governor's Office of Crime Prevention, Youth, and Victim Services anticipates the availability of \$4,605,806 for the FY 2022 Edward J. Byrne Memorial Justice Assistance Grant (BJAG) program. The office anticipates making up to 60 awards not to exceed the total of \$4,605,806 for the period of October 1, 2021 to September 30, 2022. See below more information on the multiple BJAG funding allocations and the eligibility requirements for each allocation.

General BJAG Formula Funds

Funding Available: \$1,320,000

Anticipated Number of Awards: up to 20 Award Range: \$10,000 to \$300,000

Eligibility: Open only to state governmental and law enforcement agencies, non-profit organizations, non-governmental victim service providers, faith-based/community organizations, and institutions of higher education.

Local BJAG Formula Funds

Funding Available: \$3,000,000

Anticipated Number of Awards: up to 30 Award Range: \$10,000 to \$100,000

Eligibility: Open only to local governmental and law enforcement agencies

Small Jurisdictions BJAG Formula Funds

Funding Available: \$200,000

Anticipated Number of Awards: up to 30 Award Range: \$5,000 to \$30,000

Eligibility: Open only to local governmental and law enforcement agencies that are ineligible for direct federal funding as identified by BJA. Please see the <u>List of BJA ineligible jurisdictions</u> that qualify for Maryland's Small Jurisdictions allocation.

National Incident-Based Reporting System (NIBRS) BJAG Formula Funds

Funding Available: \$85,806

Anticipated Number of Awards: up to 5 Award Range: \$10,000 to \$85,806

Eligibility: Open only to local and state law enforcement agencies to support NIBRS

compliance

Please note that applications that do not meet the minimum range noted above based on eligible allocations, or those that exceed the maximum award allocation noted above are subject to removal from consideration during the initial technical review.

All funding is contingent upon the Governor's Office of Crime Prevention, Youth, and Victim Services receiving the specified grant funds from the Bureau of Justice Assistance.

III. PROGRAM REQUIREMENTS

To qualify for funding under this grant, the proposed program must support at least one of the <u>Federal Purpose Areas</u> listed above. Within these broad areas, the program must also support at least one **State Priority Area** listed above.

Grantees will be required to track and measure program outputs and outcomes. Outputs and outcomes must be recorded and submitted to the Governor's Office of Crime Prevention, Youth, and Victim Services on a quarterly basis.

Depending on the type of project funded, all grants awarded under this funding opportunity will be required to report on the mandatory performance measures noted below in line with the Governor's Office of Crime Prevention, Youth, and Victim Services goals to include the disruption/dismantlement of Criminal Organizations, reduction of prison population, or improving child wellbeing. Please note that these lists are not inclusive of all the potential outputs and outcome measures that may be included in the final awards.

Gun Violence Reduction Programs

- Number of guns seized
- Number of firearms trafficking organizations disrupted / dismantled
- Number of gun cases referred for federal prosecution

Community Violence Intervention (CVI) Programs

- Number of individuals served
- Number of individuals who successfully completed the program
- Number of prevention and education activities conducted

- Number of sworn officers served during reporting period
- Number of follow-up contacts during reporting period
- Training attendees

Crisis Intervention Programs

- Number of attendees
- Number of Mental Health Calls for Service/Encounters
- Number of Mental Health Calls Responded to by CIT Officers

Youth Prevention, Intervention, and Crisis Programs

- Number of youth served
- Number of youth re-arrested or seen at a juvenile court for a new delinquent offense within 6-12 months of exiting the program
- Number of youth who successfully completed the program during the reporting period

For more measures, please use the following link to view a separate document of the sample performance measure list: <u>click here</u>.

The Bureau of Justice Assistance has provided a list of JAG accountability measures to assess the validity and reliability of evidence-based practices used by each sub-recipient. Each grant's performance measures will be determined based on the corresponding purpose areas. Specific information on the measures used can be found at https://bjapmt.ojp.gov/help/jagdocs.html.

Post-award, recipients will be required to provide the relevant data by submitting quarterly performance metrics through BJA's online Performance Measurement Tool (PMT) located at https://bjapmt.ojp.gov. Applicants should visit OJP's performance measurement page at www.ojp.gov/performance for an overview of performance measurement activities at OJP.

The OJP CrimeSolutions.gov website at https://www.crimesolutions.gov/ is one resource that applicants may use to find information about evidence-based programs in criminal justice, juvenile justice, and crime victim services.

For a detailed instructions and sample logic model, please refer to: http://www.extension.uidaho.edu/publishing/pdf/CIS/CIS1097.pdf.

IV. APPLICATION PROCESS

Applicants are required to apply for grant funding through the Governor's Office of Crime Prevention, Youth, and Victim Services' web-based application process, which may be accessed through the web URL www.goccp.maryland.gov and clicking on GRANTS MANAGEMENT SYSTEM, or by going directly to the login screen using the URL: https://grants.goccp.maryland.gov.

In order to use the Governor's Office of Crime Prevention, Youth, and Victim Services' web-based application you must have a User ID.

If you have *not* previously applied through the web, go to the following URL to obtain instructions and the information required to obtain a User ID and password: http://goccp.maryland.gov/grants/requesting-access/.

The last day to request a User ID is August 27, 2021. If you have previously

applied through the web, use your existing User ID and password.

If you have previously applied to the Governor's Office of Crime Prevention, Youth, and Victim Services, **but do not have your User ID**, **or are having technical issues with the system**, contact the helpdesk via email at support@goccp.freshdesk.com for assistance.

If you need assistance completing the program-specific information required in the online application, please contact Quentin Jones, BJAG Program Manager, at Quentin.Jones@maryland.gov.

V. TRAINING/TECHNICAL ASSISTANCE (TA)

To help applicants prepare and submit applications that reflect the Governor's Office of Crime Prevention, Youth, and Victim Services' established guidelines and procedures, training is provided through training videos posted on the website. These may be accessed through the following URL:

http://goccp.maryland.gov/grants/gms-help-videos/.

Please review the training videos prior to beginning your application to become familiarized with system guidelines, fiscal review and tips, civil rights requirements, etc.

Additionally, instructions for completing the online application can be found at: http://goccp.maryland.gov/wp-content/uploads/NOFA-application-instructions.pdf. Applicants are encouraged to review these instructions prior to completing the online application. The narrative section of the application should be completed in an outline-style format (retaining all numbering, lettering, and section headers).

Note: A NOFA Technical Assistance Call will be held from 10:00-11:00 AM on August 27, 2021 using Google Meet.

Call in number: 1-339-674-7141

PIN: 416 798 162#

Meeting Link: Join with Google Meet

VI. IMPORTANT DATES

Deadline to Request a User ID

NOFA Technical Assistance Call

Deadline to Submit an Online Application

Letters of Intent Emailed/Denial Letters Emailed

Award Documents

Sub-award Start Date

August 27, 2021

August 27, 2021

September 15, 2021

September 30, 2021

October 2021

October 1, 2021

September 30, 2022

VII. APPLICATION EVALUATION

The Governor's Office of Crime Prevention, Youth, and Victim Services will assess the merits of the proposed program in each of the following areas (See Notice of Funding Availability Application Instructions located at http://goccp.maryland.gov/grants/programs/) and will score each application accordingly:

- Problem statement/needs justification (15 points total)
- Program goals and objectives (20 points total)

- Program strategy/program logic (10 points total)
- Performance measurement (outputs, outcomes, and impacts) (20 points total)
- Timeline (5 points total)
- Spending plan and budget (reasonableness, cost effectiveness, detailed justification per line item) (20 points total)
- Management capabilities (5 points total)
- Sustainability (5 points total)

BJAG is a competitive application process. The Governor's Office of Crime Prevention, Youth, and Victim Services may conduct a three-tier review, to include internal staff and external independent reviewers, of each application submitted in accordance with this Notice of Funding Availability. As part of the internal review, the Governor's Office of Crime Prevention, Youth, and Victim Services' staff will also review the following for each application:

- Crime rate
- Geographic distribution
- Scope (geographic size and location)
- Reach (ability to recognize and address the needs of underserved populations)
- Audit findings
- Performance history with previous awards

VIII. FUNDING SPECIFICATIONS

A. Funding Cycle

Commencement of awards funded under BJAG for FY 2021 will begin October 1, 2021 and end on September 30, 2022. Funds are paid on a quarterly reimbursable basis.

B. Unallowable Costs

The following services, activities, and costs cannot be supported with BJAG funding:

- Vehicles, vessels, or aircraft, including unmanned aircraft, unmanned aerial vehicles, and unmanned aerial systems
- Luxury items
- Real estate
- Construction projects (other than penal or correctional institutions)
- Incentives
- Rent
- Tasers
- Audit costs
- Property insurance
- Printing
- Telephone/fax
- Food/beverage
- Trinkets (e.g., hats, mugs, portfolios, t-shirts, coins, gift bags, etc., whether or not they include the conference name or Office of Justice Programs/Department of Justice logo) must not be purchased with Department of Justice funds as giveaways for conferences. Basic supplies that are necessary for use during the conference (e.g., folders, name tags) may be purchased.

The list above is not exhaustive. The Governor's Office of Crime Prevention, Youth, and Victim Services reserves the right to make additional budget reductions/restrictions and adjustments at its discretion.

C. Consultant Rates

The threshold for consultant rates is \$650 per day or \$81.25 per hour. Rates above this threshold will be considered on a case by case basis, with sufficient budget justification.

IX. DISTRIBUTION OF FUNDS & REPORTING REQUIREMENTS

The Governor's Office of Crime Prevention, Youth, and Victim Services will distribute awarded funds to grantees on a quarterly reimbursement of expenditures basis following the timely submission of corresponding quarterly fiscal and programmatic reports. These reports must be submitted through the Grants Management System. All programmatic electronic reports are due within 15 calendar days of the end of each quarter. Financial electronic reports are due within 30 calendar days of the end of each quarter. All reporting activity occurs through the Grant Management System, using the same User ID and password that were used for the application process.

For further post-award instructions, read the Special Conditions specific to your award in the GMS and read the General Conditions which can be found at: http://www.goccp.maryland.gov/grants/general-conditions.php.

A. Electronic Funds Transfer (EFT)

The Governor's Office of Crime Prevention, Youth, and Victim Services encourages the use of electronic funds transfer (EFT). To obtain the appropriate form, the address to submit the form, and a general overview, including FAQs, refer to the following website:

http://comptroller.marylandtaxes.gov/Vendor Services/Accounting Information/Static Files/GADX10For m20150615.pdf.

B. Match

There is no match required for this funding source. Do **NOT** enter a match into your budget. If you wish to show other financial or in-kind contributions to your program, it may be written into your narrative.

C. Supplanting, Transparency, and Accountability

Federal funds must be used to supplement existing state and local funds for program activities and must not replace those funds that have been appropriated for the same purpose. See the Office of Justice Programs Financial Guide (Part II, Chapter 3). There are strict federal laws against the use of federal funds to supplant current funding of an existing program. Jurisdictions must provide assurances and certifications as to non-supplanting and the existence of proper administrative/financial procedures.

A strong emphasis is being placed on accountability and transparency. Grantees must be prepared to track, report on, and document specific outcomes, benefits, and expenditures attributable to the use of grant funds. Misuse of grant funds may result in a range of penalties to include suspension of current and future funds and civil/criminal penalties.

X. APPLICATION CHECKLIST

What an Application Must Include by the Deadline to be Considered for Funding Face Sheet
Project Summary
Narrative
Problem Statement/Needs Justification
Program Goals
Program Strategy
Program Measurement
Timeline
Spending Plan
Management Capabilities
Sustainability
Unique Entity Identifier (UEI, Currently DUNS number) and SAM
Registration
Letters of Support/Commitment (if required)
Budget and Budget Justification
Personnel
Operating Expenses
Travel
Contractual Services
Equipment
Other
Indirect Cost Rate Agreement or Documentation Supporting Use of the De minimis
Indirect Cost Rate (if applicable)
Budget Prioritization
Certified Assurances
Certification Regarding Lobbying
Audit Findings/Corrective Action Plan (if applicable)
Single Audit Requirements (if applicable)
Proof of 501 (c)(3) Status (if applicable)
*Please note, the <u>Subrecipient Organizational Capacity Questionnaire</u> is no longer due at the time of application. If awarded, this completed questionnaire will be required post-award.
*More information on each item above can be found in the <u>NOFA Application</u> <u>Instructions</u> .
Additional Applicant Resources:
National Training and Technical Assistance Center (NTTAC): https://bjatta.bja.ojp.gov/
International Association of Chiefs of Police- Officer Health and Wellness Roadmap: https://www.theiacp.org/sites/default/files/2021-08/250266_IACP_OSW_Report_Final.pdf
Code for Federal Regulation Title 2 CFR: https://ecfr.io/Title-02/cfr200_main
Department of Justice (DOJ) Financial Guide: https://www.ojp.gov/financialguidedoj/overview
FRI Crime Data Explorer: https://crime.data.explorer.fr.cloud.gov/explorer/state/marylandcrime